U.S. Department
of Transportation
**Federal Aviation
Administration**

Office of Airport Planning
and Programming

800 Independence Ave., SW.
Washington, DC 20591

FEB 0 4 2013

Dear Industry Representative:

We are making draft FAA Order 5100-38D, the Airport Improvement Program Handbook, available for public comment. This Order implements the Airport Improvement Program (AIP).

This update is a fundamental rewrite of FAA Order 5100-38C, the current version of the Airport Improvement Program Handbook. This update clarifies statutory requirements including changes to the AIP statute from the recent FAA reauthorization. The update clarifies the different responsibilities of the FAA's Office of Airports staff and those of the AIP grant sponsor. The basic Handbook includes the requirements for all grant projects and also includes appendices that can be used as a ready-reference for project-specific requirements.

While FAA orders are intended for the use of FAA employees, the FAA recognizes that this Order is also widely used by airports, airport consultants, and others involved with the AIP. Therefore, we welcome your comments on this draft Order and will consider them as we finalize it. To ensure we understand your comments and recommended changes, we ask that you provide a rationale for all comments.

All comments must be submitted on the AIP Draft Handbook Comment Form, using any of the following methods:

- **Electronic Submittal to the FAA:** Go to http://www.faa.gov/airports/aip/ and follow the instructions for sending your comments electronically.

- **Mail:**

  FAA Office of Airports
  Office of Airport Planning and Programming (APP-501)
  800 Independence Avenue SW, Room 619
  Washington, DC 20591

- **Fax:** 1-202-267-5302

- **Hand Delivery:**

FAA Office of Airports
Office of Airport Planning and Programming (APP-501)
800 Independence Avenue SW, Room 619
Washington, DC 20591
Between 9 a.m. and 4 p.m.
Monday through Friday (except Federal holidays)

We will accept comments through March 15, 2013.

You can get an electronic copy of draft FAA Order 5100-38D and the AIP Draft Handbook Comment Form on the FAA Airports Web site at http://www.faa.gov/airports/aip/.

Sincerely,

Benito De Leon
Director
Office of Airport Planning
  and Programming